



City of Rockville
Department of Community Planning and Development Services
Inspection Services Division
240-314-8240 / 240-314-8265 (Fax)
www.rockvillemd.gov/isd

SFD Permit Checklist

When applying for a single family dwelling/townhouse permit (SFD permit), you must contact the Planning Division and Public Works Department to ensure that you have met their requirements. The Planning Division and Public Works Department must sign off on the SFD permit prior to issuance from this office.

Project Address _____

1. ___ Completed and signed SFD Permit Application
2. ___ Three (3) complete sets of construction plans including electrical, mechanical, and plumbing
3. ___ Three (3) copies of the site plan indicating lot and block
4. ___ Energy calculations
5. ___ Letters from electrical, plumbing, mechanical and sprinkler contractors, and concrete testing company on their letterhead
6. ___ Check for filing fee

Additional Requirements

- Permits from Public Works: 240-314-8500
 - Sediment Control
 - Storm Water Management
 - Public Works Permit
- Approval from Planning: 240-314-8200
- Forestry Approval: 240-314-8705
- Historic District approval if property is located in the Historic District: 240-314-8200